

Montana Library Association  
Board of Directors Meeting  
October 15, 2007

President Honore Bray called the fall meeting of the MLA Board of Directors at Livingston Public Library to order at 1:30. Present were Honore Bray, Della Dubbe, Peggy Smith, Debbi Kramer, Carlene Engstrom, Lyn McKinney, Karen Gonzales, Samantha Hines, Mary Lou Mires and Bob Cooper as the Montana State Library representative. Guests attending: Lauren McMullen, Marje Doyle, Sheila Bonnand and Bruce Newell.

**Additions to the minutes:** None

**Approval of the minutes:** Karen Gonzales clarified that as the incoming ALA Counselor she had not yet attended a meeting and had nothing to report. Della Dubbe made a motion to accept the minutes from the April 25, 2007 meeting as amended. Motion carried.

**Financial Report:** Debbi Kramer presented the financial report. She reported the following balances in our various accounts: \$3977 in checking, \$2143 in Savings, \$34813 in D.A. Davidson (Cates money) and \$35,969 in The AmEX account. She is still working with the ASLD/PLD retreat for the final balances on that event. Calendars have been selling steadily and are being sent all over the United States. She also has action figures left to sell. Samantha Hines made a motion to approve the financial report. Motion carried.

**Audit Report:** Report attached. Randy Wahl, chief financial officer of Rocky Mountain Supply completed a review of the books of the Association September 20, 2007. Everything is in order. His fee was \$500.

**Association Reports:**

**Officers:**

**President Honore Bray:** Honore visited with Matt Beckstom about the MLA license plate. He did the original investigation into what is required to have a personal plate. The cost is \$4000 upfront or the presale of 400 plates. Lyn McKinney made a motion to turn the license plate project over to the PR & Marketing Committee. The committee is charged with creating and marketing a "generic" plate that will have appeal to anyone in Montana with an interest in reading or literacy. The committee will need to determine how the artwork will be chosen. Suggestions include a contest with a monetary prize or hiring a graphic designer. This is a possible source of income for the Association over the long term if the plate has universal appeal. Motion carried. Honore got only 5 responses to the MLA Manual update request. Please review your portion of the MLA Manual and send any changes to Honore. Honore has been working with Darlene Staffeldt to bring an MLS program to Montana. It was not possible to make it work with the University system so MLA will be partnering with the Montana State Library to bring in a program from the University of Texas. The two year program will not charge out of state tuition and will cost approximately \$16,000. Professors from UT will come to a Montana site for the classes. It requires enrollment of 40 people from Montana and surrounding states

for the program to be implemented. If anyone is interested, they may contact Honore. Bob Cooper said that the State Library is looking at another round of PEEL grants and will take back to Darlene the concern that the grants limit enrollment to only one expensive program at the University of Washington.

**Vice-President Della Dubbe:** Report attached. Co-chairs for the Kalispell conference are Kim Crowley, John York and Carlene Engstrom. The Venue for the Kalispell site has not been finalized. The committee is investigating two possible sites and the final contract will be submitted to the Executive Board for approval. Co-chairs for the next conference in Bozeman are Rich Wojtowicz and Connie Strittmater. Della presented information on possible retreat sites. Karen Gonzales made a motion to accept the Boulder Hot Springs site for the MLA Retreat August 3, 4 & 5, 2008. Discussion followed about the fire concern at the more remote sites and having it in a place where there is “no conflict” with other attractions in the area.

**Secretary/Treasurer Peggy Smith:** It is important that all Standing Committee chairs submit a list of members with expiration dates to Debbie Kramer if that has not already been done. Communication between incoming and outgoing officers would be helpful in facilitating the transition.

**Past President Lyn McKinney:** Report attached. The Board signed a card expressing our deepest sympathy to Mary Ann Hanson whose mother passed away unexpectedly. The Book Store committee will draft guidelines to be presented at the January meeting. The **Nominating Committee** will be looking for candidates for Vice President/ President elect, Member at large West and Secretary/Treasurer. Without an approved budget, the **Communications Committee** was not able to meet in September to finalize the webpage. Lewis & Clark Library has completed their upgrades so the changes can be made. Each group will have its own webpage that can be updated in a wiki-like format. Lyn hopes to have Steve McCann, Pam Henley, John Finn and Matt Beckstom available at the January meeting to show us the new page. Steph Johnson is the new moderator for Wired-MT along with two “ghost” moderators, Barb Conger of OCLC and Bruce Newell. Bruce addressed the problem of personal messages appearing on Wired. The three choices for reply are: 1. reply to the list, 2. reply to the poster, and 3 reply to both, as it is now. Consensus is that we need to leave it as is and remind people to check the address line to remove the wired address if it is a private response. *Reply* and *Reply all* does not work with this listserv.

**Members at Large Carlene Engstrom and Gail Nagle:** Report attached. Carlene said there is continued confusion about when memberships expire. She will be getting monthly updates from Debbi to post to the web with the memberships that expire that month.

#### **Association Representatives:**

**MPLA Representative Eileen Wright:** Report attached.

**ALA Counselor Karen Gonzales:** Report attached.

**PNLA Representative Mary Lou Mires:** Report attached. Mary Lou is looking forward to her first meeting November 2, 2007. Jan Zauha is a recipient of the PNLA

President's Distinguished Service Award. The Young Readers Choice store is available on the web. PNLA is making a concerted effort to increase their membership.

**Divisions:**

**ASLD Chair Samantha Hines:** The ASLD/PLD retreat at Chico was a success. This year they ran concurrent sessions for the 48 attendees. ASLD will be voting by email on an update to their Bylaws clarifying the secretarial position.

**PLD Chair Judy Hart:** Report attached.

**SLMD Chair Jodi Teeple:** no report

**Standing Committees:**

**Awards Committee Chair Cindy Patterson:** Report attached.

**Book Store:** See Lyn's Past President's report.

**Bylaws Chair Lois Fitzpatrick:** No report

**Cates Scholarship Chair Diane Van Gordon:** Report attached. Diane will be meeting via Email with her committee in the next few weeks.

**Communications Chair Lyn McKinney:** see Past Presidents report.

The Board recessed at 2:50 and reconvened at 3:03

**Conference Planning Co-Chair Sheila Bonnard:** Report attached. The committee is in the process of fine tuning the schedule and making contacts to confirm speakers and presenters. Sheila said the committee would like to increase the nonmember's fees to encourage them to become members. Lyn made a motion to increase the nonmember fee to \$45 over the member fee to attend the MLA Annual Conference. This would make it cost effective for the nonmember to look at the sliding scale for membership and pay the lesser amount to join. Motion carried. Sheila was concerned that the call for speakers and programs went out before a conference theme had been chosen. Ideally this information should go with the proposals. Honore assured her that she felt the programs would fit with the theme "Librarians: Montanans' Voice for Freedom."

**Government Affairs Chair Lois Fitzpatrick:** no report

**Intellectual Freedom Chair Lauren McMullen:** Report attached. Lauren reported that Jim Heckel did an op-ed piece about the USA Patriot Act for the Great Falls Tribune. Brian Close will attend the Lawyers for Libraries Institute in Denver this November. Jodi Teeple and Lauren McMullen will present a panel discussion titled *Surviving a Book Challenge* at MLA this spring.

**Marketing and Public Relations Chair Lisa Mecklenberg Jackson:** No report. This committee is in charge of the conference program.

**Membership Co-Chairs Carlene Engstrom and Gail Nagle:** see Members at large report.

**Professional Development Committee Chair Marje Doyle:** Report attached. The first round of grants is nearing completion. Two applications are under review. Liz Barnea is being added to the committee.

**Interest Groups:**

**American Indian:** Carlene Engstrom confirmed that she is the Chair of this Interest Group.

**Book Club Chair Beth Boyson:** No Report.

**Central Asia Institute Chair Norma Glock:** Report attached. Northwest Medical Librarians contributed \$400 and the Flathead County summer reading program contributed \$1200. Job 12 remains open to support the operation of our “Montana School.”

**Children & Young Adult Services Chair Linda Blomquist:** No report.

**Health Services Chair Laurel Egan:** no report.

**Interlibrary Loan Chair David Ketchum:** no report

**Offline Chair Jim Semmelroth:** In response to requests at last years Offline Retreat, hands on sessions have been added. Sessions will speak to both offline and online resources.

**Paraprofessionals Chair Carolyn Kamrud:** no report.

**Public Library Directors Chair Jean Nielsen:** no report.

**Technical Services Chair Lois Dissley:** No report.

**Trustees Chair Carol Grover:** No report.

**State Librarian Darlene Staffeldt:** Report attached. Bob Cooper attended as Darlene’s representative. The fulfillment taskforce is meeting November 16, 2007. The Network Advisory Taskforce is meeting November 29-30, 2007. They will be doing an RFP for additional databases to add to the present Gale Suite and Auto Repair databases. They are also looking at a proposal for downloadable E-content. Their goal is to have this ready for the December 12, 2007 Library Commission meeting. The databases would be available in early January and the E-book content would be rolled out as a pilot project in early March. The libraries participating in the E-content project would be a cross-section of all Montana libraries: large/medium/small, every federation, and multitype. As to the Pilot programs, NCIP is working well for some and not so well with others and the Home Delivery Project is a great success and well received with patrons. Bob stated that the Montana State Library is not closing contrary to new reports. They are moving to the digital delivery of materials. Honore extended thanks to all the staff at the State Library for their assistance. They are a great resource for all of us.

**Taskforces:**

**Awards Criteria Review Chair Norma Glock:** Report attached. Lyn stated that they will have guidelines ready for the January meeting.

**Conference Solutions Chair Della Dubbe:** The charge of this committee has been assumed by the Conference Planning Taskforce.

**Exhibitor Guidelines Chair Lauren McMullen:** Report attached. Lyn McKinney made a motion to adopt the North Carolina Library Association Guidelines with

changes as follow: 1. unless prior arrangements are made, sales are restricted to the vendor area and 2. any exhibit deemed unsuitable may be turned away by the exhibits chair or referred to the MLA Executive Board for a decision. Motion carried. Lauren will have a template to Debbie by November.

Carlene and Mary Lou left at 3:45.

**Conference Planning Chair Bruce Newell:** To make a recommendation on what the Association should do several things must be considered. First is format; will it be annually, a retreat, inclusive? Second is venue; with an update to the 1997 guidelines how many sites in Montana can meet the needs of the conference? Should it be the same place every year which could result in a favorable long term contract? Third is the planning; this can be divided into content and local arrangements. Should we consider hiring a conference planner or making a part of the Executive Director's duties? Bruce will be compiling information from previous conferences and consulting with a professional planner. He expects to have a draft by mid-December.

Sheila left at 4:15.

#### **Unfinished Business:**

**Budget – Debbi Kramer:** Debbi has purchased the new computer, a copier and a FAX machine which should be up and running by the end of October. She brought the newsletters that are sent to MLA from the regional Associations. She asks that everyone make sure that they have notified their purchasing departments of the new address for MLA as she is still getting things that were sent to the Missoula address. She has looked at creating and printing business cards for the Executive Board members. The conference contract with K&J Convention Services has been signed.

Bruce left at 4:30.

Debbi presented the proposed budget. A motion was made to accept the budget as amended. Some concern was expressed about balancing the budget with expected income. It was determined that a quorum was no longer present and the vote will be taken by email. Debbi will provide the proposed budget and information on income to be sent out by Peggy to the Board for a vote.

**Procedure for Debit Card use – Debbi Kramer:** See attached. Debbi presented the proposed guidelines. Lyn made a motion to accept the recommended guidelines. Lacking a quorum, this will go to the Board for a vote via email.

**License Plates – Lyn McKinney:** see the President's report.

**Web Page – Lyn McKinney:** see the Past Presidents report.

**Retired librarians – Peggy Smith:** Mary Bushing will put together something in writing for the January Board meeting.

#### **New Business:**

**ALA Resolution – Lauren McMullen:** See attached. Karen Gonzales made a motion to adopt the ALA resolution for National Security. Lacking a quorum, this will go to the Board for a vote via email.

**Other:** Peggy will contact Lisa and request that the Marketing Committee contact the papers with information on the election of officers.

The Board adjourned at 5:00.

Submitted by Peggy Smith